The Tutoring Essentials User Guide

Thank you for purchasing the FETN online Personal Tutor Training. Once you have received your personalised login details you will be free to allocate to your individual members of staff.

The link to the online training is http://tutoring.fetntraining.org.uk which you can copy and paste or type into the internet browser address bar.

Once an individual has downloaded their certificate you will receive an email notification that they have completed the course together with the scores they have achieved. If you would prefer this information to be sent to someone other than yourself please provide us with an alternative name and email address.

Please remember that once a user has reached the end of the course they **must** download their certificate prior to leaving the programme as they will be unable to return.

Getting the most from the programme

The FETN Tutoring Essentials online learning slides include interactive content. For the best experience, it is recommended that you ensure the following:

- Minimum screen resolution of 1024 x 768
- The latest browser versions installed with appropriate plugins such as Adobe Reader
- Javascript should be enabled
- Due to the nature of the slides and its embedded video content, it is recommended that you access the website via a wired internet solution otherwise you may experience video start delays and buffering issues

If, after ensuring that all the above is in place, you experience technical difficulties and your in-house IT support cannot resolve them for you, then please ask your in-house IT to contact **Zooble Technologies for assistance on 0845 0048149** (*available from 9am to 5pm weekdays)*

Please note: FETN is unable to answer technical questions relating to the training programme however we would be very pleased to receive feedback on your experience using the package and the impact this has made to your provision. You can contact FETN at info@fetn.org.uk

Once again, thank you for purchasing the Tutoring Essentials online training, we hope you and your colleagues enjoy using it and ultimately find it beneficial.

Dr. Sally Wootton
Founding Director

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